**GRAND COUNTY AIRPORT BOARD**
**REGULAR MEETING**
**MINUTES**

**November 20, 2023 @ 5:00 p.m.**
**Grand County Commission Chambers, 125 E. Center Street**
**Moab, UT 84532**

A. Call to Order

1. The meeting was called to order at 5:08 p.m.
2. Members present: Jody Patterson, Bill Hawley, and Jason Taylor (Moab City Rep.). On Zoom were Norm Knapp, Jenny Gleason (Travel Council Rep.). Airport Director Tammy Howland was also present.
3. Members not present: Laurel Catto, Shalee Bryant, Bill Winfield (County Rep.).
4. Others present: Director's Assistant Tara Collins, Keith MacBeth of Skydive Moab.

B. General Business

5. Approve minutes of October 16, 2023 (Regular meeting).
**Motion** by Jenny to approve the minutes, seconded by Bill H., approved 5-0.

6. Safety Report / Director's Report - October 2023
Jody said that they would drop this Report from the meeting from now on, simply for time considerations. He said she would email a similar Report to the board members, and then if they have questions, they can ask during the meeting.

7. Airport Monthly Data Report - October 2023 & Virtower Data
Tammy shared the data spreadsheet, and said low-lead and Jet A fuel sales are down quite a bit. She reviewed the enplanements for Oct. She said SkyWest had one cancelled flight in October. She reported that Moab Heli X had been sold to Redtail. She reviewed the fees collected. Vending is doing well, with the new machines. They added a Keurig coffee station as well. Tammy explained how the Virtower data works, and how helpful it was when the Senator's plane crashed.

8. Interview Bill Hawley to serve another term on the Airport Board
There was discussion about the prepared list of interview questions, and that the same questions should be asked of every applicant, for fairness and transparency. Since the questions were not available, they decided to postpone this to December.

C. Citizens to be Heard

Keith MacBeth asked about the fence, whether there will be access. Tammy said yes, and that they won't be locked. If they do become locked, it will be a combination lock, to which Keith can have access. Keith also asked about dates for construction of the new wrap-around taxilanes. Tammy said that would begin in 2025. In 2024, they'll do Alpha 1, and the hardstand expansion. Keith said that he was planning on erecting a new hangar down by the drop zone next year. He plans on tugging the plane on the dirt road. Tammy suggested he write down his plan.

D. Action Items: Discussion and Consideration (some for Recommendation to County Commission with approvals subject to limitation)

1. Meeting dates for 2024 (City Council meetings are 2nd Tuesdays at 6:00 pm). Discussion: 3rd Mondays seem to get rescheduled, due to holidays. There was discussion about going back to Mondays, also Tuesdays and Wednesdays. Some said that 4:00 was a better start time. Jody said the meeting room at the new Planning building is a good room. First Mondays at 4:00 p.m. was floated. **Motion** by Jason to approve this meeting time, seconded by Norm, approved 5-0.

2. Letter from Board re: SITLA land swap.
Bill H. said we need the latest letter drafted by the Airport Board to the County Commission. He said we should circulate that, get the board's input by email, to make the deadline for the next Commission meeting on Dec. 5. He said we should ask the Commission to go ahead with what SITLA proposed, which is to get an appraisal of the 2 parcels in question, done by the same appraiser. Jody asked if appraisals for the County are different than regular appraisals. Bill H. suggested we ask SITLA about the process they prefer. Tammy said her take is that the Commission is still up in the air, and that the Commission could use more reasons why the land swap is a good idea. Bill H. said the County is really not losing anything, the dollars are the same. Jason said the County is also considering swapping the racetrack for UDOT property. Bill H. said some maps would be helpful. Tammy and Jody were in total agreement with this plan.
**Motion** by Bill H. to approve moving forward with this plan and present it to the County Commission, seconded by Jason, approved 5-0.

3. Letter from Board re: Skydive Moab and County special event permitting process. Members clarified that this letter would be sent to the Special Events Committee, and to Commission Administration, but not to the Commission. Keith suggested he meet with the County Attorney, and ask if he follows procedure steps, would he deny the permit?
**Motion** by Bill H. to forward the letter, seconded by Jason, approved 5-0.

4. Site Plan for Airport Garage Co. new garages.
Tammy showed Prather's aerial map with drawn-in garage locations, and said the doors will face each other, with a gravel road running in between them. Jody asked about the drainage, Tammy said Prather would redirect it. The drainage is just for the water tank. Bill H. requested more complete plans. Tammy said he was waiting for the ok to move forward, he will have soil test, site plans, etc. Tammy showed a more detailed drawing with measurements in feet, from Prather. Bill H. suggested we get Armstrong to put it on the Plan (ALP).
**Motion** by Jason that the Board agrees to this plan in general, that the doors will face each other, and that Prather can move forward with the design phase, seconded by Norm, approved 5-0.

E. Discussion Items:

1. Airport Garage Company – Doors will face each other – facing south on the first building, and facing north on the second building. Already discussed.

2. Project Reports
   a. SRE Building – Final approval, will close out of grant soon.
   b. 2023 Fencing project – Moving along. Jody said they're working on it a lot. Tammy said they're working weekends.
   c. Lot 118 Hangar – over-excavation is nearly complete. They've been moving in road base and packing it in.

3. AEAS – ASA in progress. Tammy said they're working on the Air Service Agreement, and it will go to the DOT for final approval. Tammy doesn't foresee any issues with it. She said the start date for Contour is Feb. 1, 2024.

F. Reports:

1. County Commission - Bill W. not here.
2. City of Moab - Jason said nothing to report.
3. Travel Council - Jenny said they were reviewing their budget. Also she's been working with Tammy regarding advertising. Tammy said Contour is pledging $30,000 for advertising.
   Bill H. asked about money for the Airport sign. Tammy said she would get with the State for that. She said we'd need an amount to ask for, maybe Sign Edge could estimate that.

4. Solar Committee - Bill H. said they're looking for money.
   Keith mentioned that J.R. Corkery at the Desert Moon in Thompson Springs is putting up solar panels with $200,000 grant money, and in return, Rocky Mountain Power gets his excess power for the grid. Bill H. said there are many deals like that, but the County is not interested in financing those deals. However, the County pledged to be carbon neutral by 2030, so they may become more interested.

5. Other reports for Airport Board - Jenny said Redtail acquired Moab Heli X. Redtail is taking over their reservations and permits, but not their hangar or their helicopters. The fly-in was super successful, with about 70 people attending. Flights to Salt Lake City have been going since the 31st. Tickets have been selling to SLC, and onward to Vernal as well.

G. Future Considerations - Bill H. said we should put the garages on the next meeting, in case he has plans to present.

H. Closed Session, if necessary

I. Adjourn - at 6:18 p.m.